

## COURSE & PROGRAM DETAILS

COURSE CODE	SIT40516	COURSE TITLE	Certificate IV in Commercial Cookery	STAGE	Stage 5
TERM DELIVERY	1	TERM DATES	14 <sup>th</sup> January 2019 to 22 <sup>nd</sup> March 2019	CLASS	CCIVCC (11A)(11B)(11C)
NO. OF WEEKS	10	STUDY DAYS	Three (3): Monday, Tuesday & Blended	TRAINER & ASSESORS	Day 1: Krishan Bhatti Day 2: Eleanor Layton Blended (Online): Andy Chauhan

## SCHEDULED TIMETABLE & ASSESSMENT PLAN

UNIT CODE	UNIT NAME	WEEK(S)	DAY 1: Monday		DAY 2: Tuesday		DAY 3: Blended		ASSESSMENT DATE (Expected)	RE-ASSESSMENT DATE* (Expected)
			0900-1230	1300 -1630	0900-1230	1300 -1630	0900-1230	1300 -1630		
<b>Cluster: Finance</b>										
SITXFIN003	Manage finances within a budget	1 - 10	Level 8, 8.16	Level 8, 8.16			LMS Support		Week 9	Week 10
SITXFIN004	Prepare and monitor budgets									
<b>Cluster: Leadership and Management</b>										
BSBDIV501	Manage diversity in the workplace	1 - 10			Level 8, 8.16	Level 8, 8.16	LMS Support		Week 9	Week 10
SITXCOM005	Manage conflict									
SITXHRM003	Lead and manage people									
BSBSUS401	Implement and monitor environmentally sustainable work practices	1 - 10					LMS Support		Week 9	Week 10

Be advised in addition to the scheduled class hours above students must allocate a minimum of 6 hours a week for self-directed study, research and assessment preparations via <http://lms.aapoly.edu.net.au/>

Attendance at all timetabled classes is compulsory

\*Re-assessment Period: If students do not complete the nominated unit(s) successfully by the scheduled dates, students will be issued a Not Yet Competent (NYC) and they will need to enrol and complete the subject again. \*Academies Australasia Polytechnics reserves the right to amend the scheduled timetable.